

BOARD OF DIRECTORS – ACTION SUMMARY
Thursday, October 25, 2007 – 6:00 p.m.

Administration Building – Board Chambers
2101 Hurley Way, Sacramento, CA 95825

CALL TO ORDER

The meeting was called to order by President Kelly. Board Members present: Clark, Goold, Jones, Kelly, Lawson, Valley. Directors Engellenner, Granados, Trujillo, absent. Staff: Fire Chief Mette, General Counsel Margarita, Board Clerk Tilson.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Sunday, October 28 at Noon and Monday, October 29 at Noon on Channel 14; Webcast at www.sacmetro cable.tv. A VHS copy is also available for checkout from any library branch.

**PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN
DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA**

California State Flag

Mr. Paul Asturi stated the California Fire Departments used to display the California State flag but recently it is missing from some of the fire stations. California Government Code Section 431 requires mandatory display of the flag on properties belonging to the state, county, or a municipality but optional for an independent special district. He urged the Board to consider display of the State flag in addition to the flag of the United States to preserve the State's identity and avoid the appearance of being a federal agency.

President Kelly thanked him for his comments and stated the District can look at the issue of raising the State Flag.

Southern California Fires

Pat Monahan, Local 522 Vice President, thanked the Board, Fire Chief Mette, and the administration for the support given to Southern California by providing equipment and allowing the firefighters to go down and protect the people and their homes.

CONSENT AGENDA:**1. Board Meeting Action Summary—October 11, 2007****• Board Action:**

Lawson/Goold—approve the Consent Agenda. ROLL CALL: Directors Clark, Goold, Jones, Kelly, Lawson, Valley, AYE. Directors Engellenner, Granados, Trujillo, absent. Motion carried.

ACTION ITEM(S):**1. Del Brand Desktop Computer, Laptop and Monitor Purchase—(Roseberry)**

- Staff recommended the Board authorize the purchase of 135 Dell desktop computers, 12 Dell laptop computers, and 75 Dell LCD monitors from Dell Inc.

This purchase is the second phase of a 5-year desktop computer replacement plan. The initial phase of computers was purchased in the 2006/07 Fiscal Year. Funding is provided in the FY 2007/08 Budget for this expenditure.

- The purchase will be made by utilizing a Western States Contracting Alliance (WSCA) contract #A63307 that was competitively bid by the Alliance. Dell offers government pricing discounts that significantly reduce the cost per machine when compared to retail pricing.

Breakdown of cost:

	Quantity	Total
Dell Optiplex Computers	135	\$130,334.43
Dell Latitude Laptops	12	\$ 20,488.47
Dell LCD Monitors	75	\$ 17,974.69
	Total	\$168,797.59

- In response to questions, the old computers are surplus property and will come back to the Board for disposition to another agency or sale.
- **Board Action:**
Lawson/Goold—approve the staff recommendation. ROLL CALL: Directors Clark, Goold, Jones, Kelly, Lawson, Valley, AYE. Directors Engellenner, Granados, Trujillo, absent. Motion carried.

2. Grant/Economic Development Manager—(Kelly)

- Director Lawson stated the Policy Committee was scheduled to move this to the full Board with a recommendation but lacked a quorum to meet.
- Board President Kelly presented the item for discussion.

A two-page staff report outlined the following duties, reporting responsibility, and job salary. A District job description was attached, with several job descriptions from other agencies.

The Grant/Economic Development Manager is responsible for overall management of the District's grant and economic development program that includes the development, research, writing, management and follow-up of all grants activity on behalf of the District. The overall purpose of this position is to pursue and acquire grants for the District's safety programs, community services, building endeavors, special projects, and to work on projects that enhance the District's economic development. The Grant/Economic Development Manager shall work both internally and externally to identify funding sources, plan and design related projects, develop grant proposals, and implement the annual grant development plan and economic development plan in collaboration with other District staff. The scope of this position requires an ability to lead, organize and focus staff efforts toward expanding economic opportunities for the Sacramento Metropolitan Fire District. The Grant/Economic Development Manager will work in concert with and at the direction of the District's Finance Director.

Recommended salary steps for the Grant Manager:
\$7,038 \$7,409 \$7,799 \$8,209, \$8,641

- Director Goold expressed concerns that the position should report directly to the Fire Chief and not the Finance Director; in the Job Description under Minimum Qualifications, Education – the degrees should be from an accredited institution for both the Bachelor's and Associate's Degrees and presented an approved document of recognized accrediting organizations for consideration by the Policy Committee; under License – add "at the time of appointment, must possess or have the ability" to maintain a valid California Driver's License, Class C, as a condition of employment.

Other Board members shared the same concerns.

- Director Lawson requested this issue go back to the Policy Committee with a special meeting to be set prior to the next Board Meeting.

- Composite job to include Economic Development was discussed. Further discussion at the next Board meeting on all concerns.
- Fire Chief Mette stated a Side Letter of Understanding to be signed and placed into effect named two nationally recognized institutions of education for accreditation: the California Post Secondary Education Commission and the United States Department of Education.
- Pat Monahan of Sacramento Fire Fighters Local 522, noted the letter was dated March 7, 2007, long before any of the other issues were brought forward. After completion of the last contract, a pro-active labor management group was formed and took every measure possible regarding potential problems.
- **Board Action:**
Continued to the next Board meeting.

PRESENTATION ITEMS(S): None

PRESIDENT'S REPORT—(Kelly)

- Happy to see everyone who attended the Helicopter Workshop. This service is a key element to the service the District provides. Appreciated the expertise brought to the meeting by Mr. Negrette and Arthur Trask.

FIRE CHIEF'S REPORT—(Mette)

- Fire incident report – 12 working structure and 13 grass fires since the last Board meeting.
- October 16, 2007 – Sacramento Metropolitan Fire District held a smoke alarm installation event at two senior mobile home parks in Orangevale. Installed 16 smoke alarms and replaced 20 batteries.
- October 24, 2007 – sixth Blight Busters outreach in Rancho Cordova near Olson Drive and Zinfandel. Installed 11 smoke detectors, replaced 6 batteries. Working smoke detectors in 31 homes.
- October 24, 2007 – Metro fire personnel participated in a multi-agency hazardous materials exercise with Aerojet Fire Services. Thanked Director Granados for inviting the District out to Aerojet for the drill.

- October 24, 2007 – Sacramento Metropolitan Fire District arson investigators arrested two owners of the Citrus Heights residential care facility that was destroyed by fire in November 2006. Three elderly female residents lost their lives in the incident on Canevalley Circle. Metro investigators also arranged for the self-surrender of the two caretakers who were working when the fire occurred. Each defendant is charged with three counts of felony involuntary manslaughter, with bail for each defendant at \$1 million.
- Sacramento Metropolitan Fire District has 32 personnel assigned to the fires in Southern California. A breakdown of the assignments was provided.
- Deputy Chief Miller and he just returned from a Firefighter Health and Safety Conference in Chicago.

GENERAL COUNSEL’S REPORT—(Margarita)

- Introduced the new legal secretary, Lisa Presley.

COMMITTEE AND DELEGATE REPORTS:**Executive Committee—(Kelly)**

- Next Meeting: TBD

Communications Center Delegate—(Valley)

- If anyone is interested in reading the Comm Center’s new Personnel Procedures, he had a copy available.
- Next Meeting: October 30, 2007 – 10:30 AM

California Fire & Rescue Training Authority—(Goold)

- Next meeting: TBD

Finance Committee—(Jones)

- Next meeting: November 8, 2007 – 5:00 PM

Policy Committee—(Lawson)

- Today’s meeting was canceled for lack of a quorum.
- Next tentative meeting: November 7, 2007 – 9:00 AM

BOARD MEMBER QUESTIONS AND COMMENTS:**Clark:**

- Thanked the firefighters and everyone working on the fires in Southern California. Impressed with the organized manner in which the people were evacuated and the lack of loss of lives.

Valley:

- Echoed Director Clark's comments. He was glad the District could help and hoped that all the firefighters return safely.
- Sacramento Metropolitan Fire District was well represented at the funeral service for Gerry Ignacio.

Jones:

- Agreed with all comments. Expressed pride in the men and women of Sacramento Metropolitan Fire District and the neighboring districts who responded to the areas in need.

Lawson:

- In agreement with the comments made about the firefighters in the State of California and thanked the administration for their work. Cautioned the public to donate only to recognized non-profit agencies who will deliver the service to those in need in Southern California.

Kelly:

- Received a letter from the County of San Bernardino Fire Chief who expressed his appreciation for our assistance by providing resources to fight the fires in that area and pointed out the effectiveness of the California Mutual Aid System.

It is important to realize there are thousands of residents who have fallen victim to those fires and our prayers and thoughts go out to these people.

RECESS TO CLOSED SESSION 6:45 PM

[Taken out of order after Action Items]

[Director Goold departed]

RECONVENE TO OPEN SESSION 7:08 PM

CLOSED SESSION GOVERNMENT CODES:

1. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

Pursuant to California Government Code Section 54956.9(a) – Three Cases

- A. Teresa Means vs. Sacramento Metropolitan Fire District
Sacramento County Superior Court Action No. 07AS02810

General Counsel Margarita reported no action taken.

- B. Irene Yslas vs. Sacramento Metropolitan Fire District
Sacramento County Superior Court Action No. 07AS02789

General Counsel Margarita reported no action taken.

- C. Gary Monk vs Sacramento Metropolitan Fire District
Sacramento County Superior Court Case No. 04AS00665
[General Counsel Margarita recused]

Associate General Counsel Chavez stated the Board was given an update and briefed on this matter. No action taken.

ADJOURNMENT – The meeting adjourned at 7:50 p.m.

Matt Kelly, President

Thomas J. Lawson, Secretary

Charlotte Tilson, Clerk of the Board